



Dunedin Community Accounting

A free service for clubs, societies and other not-for-profits

2015 VOLUNTEER APPLICATION FORM

You can find out more about Dunedin Community Accounting at
www.dca.org.nz or call Rob on 03 471 6177

Any information you provide will remain confidential to Dunedin Community Accounting.

Section 1 - Your Details: we`ll need to contact you during summer break

Name:

Email Address: Mobile Number:

Returning Volunteer ☐ New Volunteer ☐ Accounting study 3rd year ☐ 4th year ☐

What shifts will you be available for?

Weekly Monday Evening (5pm – 7pm) ☐ Fortnightly Wednesday Morning (9am - 11am) ☐

Would you like to be a shift leader? Yes ☐ No ☐

Are you interested in running workshops and creating written guides? Yes ☐ No ☐

What other subjects are you studying?

Section 2 – More about you: returning students can skip this section

In this section we're interested in what you'll offer the clients of Dunedin Community Accounting. I want to volunteer with Dunedin Community Accounting because:

Dunedin Community Accounting is always looking to improve. What do you see the role of Dunedin Community Accounting as?

You'll be dealing with real issues and there will always be support available but some experience can help. Do you have accounting or volunteer experience beyond your coursework?

Web and print design skills, computing skills to teach, proof reading and more are needed to keep the service running. Some clients might be more comfortable working in a language other than English. What skills can you bring?

Declaration

1. As a volunteer with Dunedin Community Accounting I will conduct myself in a professional manner consistent with the Code of Ethics of the New Zealand Institute of Chartered Accountants (NZICA) (particularly regarding confidentiality).
2. Being part of Dunedin Community Accounting means that I will abide by their Policies and Systems.

Signature of Applicant: _____ Date: _____

Please return application to dca@cosd.org.nz or PO Box 5222, Moray Place, Dunedin 9058 by 31 October 2014

All applications will be carefully considered and a short list of applicants will be compiled for interviews next year. Successful interviewees will be selected for a training day to be conducted during Orientation Week 2015.

We'll be in touch with you about the outcome of this application by email next year.